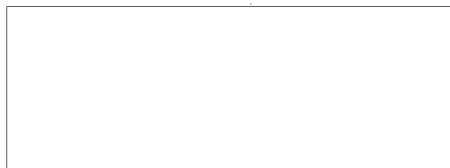


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PRINTING AND PHOTOGRAPHY GROUP
WEEKLY REPORT FOR PERIOD OF
27 APRIL 1988 - 03 MAY 1988

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

A. The Office of Logistics, Printing and Photography Group (OL/P&PG) completed printing the last volume of the Congressional Budget Justification Book (CBJB) this past weekend. The customer reviewed the finished product on Monday, 2 May, and was very pleased. (AIUO) /P&PG,

B. On 2 May, the Office of Logistics, Printing and Photography Group (OL/P&PG) received word from of the Office of Personnel, that it would be necessary to reprint approximately 2,500 Employee Benefit Statements. He said to expect this material sometime during the upcoming week. This reprint is necessary to correct the miscalculation of retirement benefits for mostly SIS personnel. (AIUO) P&PG,

C. On Thursday, 28 April, representatives of the Office of Logistics, Printing and Photography Group (OL/P&PG), met with an architectural designer from Dicon to discuss changes to the Bindery and Reprographics Center (BRC) in GJ56 Headquarters Building. The meeting was held to review proposals to add office areas for a P&PG customer service center that is being established to assist customers in preparing and planning jobs for printing. (AIUO) S/P&PG,

D. An immediate priority request was received by the Office of Logistics, Printing and Photography Group (OL/P&PG), by a representative of the Directorate of Intelligence, Office of Global

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Issues (DI/OGI) on Thursday, 28 April. P&PG provided two VHS video cassette copies of a tape entitled "Mar Lago Seizure" on loan from the U.S. Customs Office. (AIUO) (Joe/P&PG, [redacted])

E. The Office of Communications (OC) sent a priority request to the Office of Logistics, Printing and Photography Group (OL/P&PG) on the morning of 27 April. This job contained 32 pages of Mylar Drawings to aid Agency Architects [redacted]

[redacted] The customer requested 20 copies, 24"x36", of each page. The sets were to be collated, stapled and securely wrapped. This request was to be completed by 12:00 p.m. on Wednesday, 27 April. The job was ready for pick-up before the due date. (AIUO) (Allen/P&PG [redacted])

III. Upcoming Events:

None.

IV. Management Activities and Concerns:

None.

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